

**WINCHESTER TREE COMMISSION**  
**MINUTES**  
**May 27, 2010**

The regularly scheduled monthly meeting of the Winchester Tree Commission was held on Thursday, May 27, 2010 at 4:00 p.m. in the Conference Room of the Administration Building at City Yards.

Mr. Farris, Chair, called the meeting to order.

Ms. Stickley made a motion to approve the April minutes; seconded by Mr. Roulston, motion was approved.

**Members present:** Mr. Patrick Farris, Ms. Allison Major, Ms. Chris Scully, Ms. Mary Stickley and Mr. T'ai Roulston.

**Members absent:** Ms. Kate Christen

**Staff present:** Clint Cantrell, Tim Stern, Tom Hoy and Jim O'Connor

**Guests Present:** Ms. Jill Barker

**Guest Comments:** Ms. Barker stated that she resides at 616 Patterson Avenue and the Sweet Gum tree was approved for removal in February. Ms. Barker stated that she was not aware that the tree was being considered for removal because the tree tag fell off during the bad weather. Ms. Barker stated that she didn't find out until the tree had been approved for removal. She said she did file an appeal and asked to be present for the appeal. She said she received a letter about a week later which stated that the appeal had been denied. Ms. Barker stated that she was under the impression that no action would be taken until after July 1<sup>st</sup> and then she saw lines being marked on her property so she thought she should move on the issue quickly. Ms. Barker stated that she was surprised that the only notice given was the tag that was placed on the tree, which fell off. She asked if it would be possible to distribute some type of form letter to residents in the vicinity of the tree(s) that are being considered for trimming or removal. Ms. Barker stated that if she would have known the tree was being considered for removal, she would have attended the February meeting. Ms. Barker stated that she was told that the gum balls on the ground present a tripping hazard and she understands the concern. Ms. Barker stated that she would be more than willing to keep the gum balls cleaned up if that is something that can be considered. Mr. Farris informed Ms. Barker that any citizen in the city can request that any tree be reviewed for trimming or removal and then the Tree Commission recommends whether to grant the request or deny it. Mr. Farris stated that the idea of the tree tags was implemented a few months ago to improve communication with the adjacent property owners. Mr. Farris explained to Ms. Barker that she still has one more stage in the appeals process that can be made. Mr. Farris explained the Sweet Gum tree policy. Mr. O'Connor explained that the lines that were painted were for a tree to be planted.

## **New Business:**

### **1) Reminder of Tree Commission Retreat: 2:00 p.m. August 26**

Mr. Farris stated that the paperwork that was collected by Tom Hoy and Tim Stern from other municipalities and the Natural Resources Advisory Board comparing the way they conduct business, will be used as a template. Mr. Farris stated that he would draw up some sheets as well as all of the Tree Commission's policies and send each member copies by email. Mr. Farris stated that business will be conducted at the retreat and he will make it as efficient as possible. Mr. Farris asked that when each member receives the information, that they look it over and be prepared to discuss it at the retreat.

### **2) Consideration of Tree Removal/Trimming requests:**

#### **339 W. Whitlock Avenue**

Mr. Roulston made a motion to trim the tree located at 339 W. Whitlock Avenue and deny removal; seconded by Ms. Stickley, motion was approved.

#### **700 Van Fossen Street**

Mr. Roulston made a motion to approve removal of the tree located at 700 Van Fossen Street; seconded by Mr. Farris, motion was approved.

#### **203 S. Braddock Street**

Ms. Stickley made a motion to approve removal of the tree located at 203 S. Braddock Street and replace it with a Yellowwood when funds become available; seconded by Mr. Roulston, motion was approved.

#### **23 E. Whitlock Avenue**

Ms. Scully made a motion to trim the tree located at 23 E. Whitlock Avenue and deny removal; seconded by Ms. Stickley, motion was approved.

## **Old Business:**

### **1) Report on 2010 Arbor Day Ceremony**

Mr. Farris stated that the ceremony was one of the better attended ceremonies that he can remember. Mr. Farris said that the Arbor Day flag was flying from the flagpole and the children helped with the planting of the tree. Mr. Farris said that the ceremony went very well this year and was a lot of fun.

**Comments from City Staff:**

- 1) Tom Hoy said that the email that was sent to him by Mr. Farris regarding possible changes to the stand of elms facing Valley Avenue along the John Handley High school property was reviewed by Perry Eisenach and that he is very receptive to it. Tom said that Perry is going to do something very similar to that. He said that when Perry finishes it he will bring it in and show it to Mr. Farris.

**Comments from Members:**

- 1) Mr. Roulston asked if it would be possible for citizens residing in the vicinity of trees subject to automatic removal due to the species (such as Bradford Pear and Sweet Gum trees) that are scheduled for review to come to a consensus as far as the outcome. Mr. Farris said that this might be an issue for the retreat in August.
- 2) Mr. O'Connor stated that the decision regarding the removal of the Sweet Gum tree located at 616 Patterson Avenue should be postponed until the policy decision is made at the August retreat.
- 3) Mr. Farris told Ms. Barker that she would be informed about the outcome of the policy decision at the August retreat, either by him or Tim Stern.
- 4) Mr. Farris stated that the Handley High School landscaping project has moved down to Valley Avenue. Mr. Farris stated that there is a plan that may or may not include the removal of some or all of the Elm trees located along Valley Avenue.

**Adjourn:**

With no further business to discuss, the meeting was adjourned.

**CITY OF WINCHESTER  
TREE COMMISSION  
STAFF REPORT FOR APRIL 2010  
SUBMITTED MAY 27, 2010**

This report is a summary of contractor expenses and an activity listing of trimmings, plantings, removals and stump grindings for the month of April 2010.

**EXPENSES REPORT  
(Billings for April 2010)**

<b>CONTRACTOR TRIMMINGS:</b>	<b>CONTRACTOR PLANTINGS:</b>	<b>CONTRACTOR REMOVALS:</b>	<b>TOTAL:</b>
<b>\$ 1,450.00</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 1,450.00</b>

**ACTIVITY REPORT**

<b>TRIMMING:</b>	<b>PLANTINGS:</b>	<b>REMOVALS:</b>	<b>STUMP GRINDING:</b>
1508 S. Braddock St.	Cedarmeade Ave. (next to trailer park) x8	Corner Southwerk and Loudoun	
320 N. Kent St.	103-109 Cedarmeade Ave. x3		
Apple Blossom Parade route (Stewart/Washington/Handley Blvd/Piccadilly St) x10	Linden Dr. beside school x20		
	346 Sheridan Ave.		
	2-way project (Braddock/Cameron ) x106		
12 trees	138 trees	1 trees	0 stumps